
To: All Rental Housing Tax Credit Recipients

Notice: MFD-10-08

From: IHCDA Multi Family Department

Date: March 12, 2010

Re: **IRS Student Status Self-Certification Form**

Section 3.6 B of the 2010 Rental Housing Tax Credit Compliance Manual (Page 28) states the following regarding student status certifications:

Beginning in 2010, IHCDA will require that all tax credit Developments use the student status verification form released by the IRS in the Revised 8823 Guide. This form, entitled "Exhibit 17-1: Student Status Verification," can be found on page 17-5 of the 8823 Guide. A PDF version of the form is available in Appendix D online at <http://www.in.gov/ihcda/2519.htm>. This form must be included in all tax credit Tenant files.

The PDF document online is saved as Form #34 "IRS Student Status Self-Certification Form." Each adult member of the household should complete a separate copy of this form at initial certification and every recertification. Please note that this form does not replace any student status verification form that is sent directly to the educational institute to verify full-time or part-time status and financial assistance. Management companies may continue using their own verification form when sending requests to educational organizations, or may use IHCDA's sample form available online in Appendix D (see Form #21 "Student Verification").

This notice serves as a final reminder that the property management of all tax credit properties must begin using this form. Effective May 1, 2010, all previous versions of student self-certification forms will no longer be accepted in tenant files. IHCDA monitors expect that all student status self-certifications dated on or after May 1, 2010 will be completed using the new form. Student status self-certifications dated after May 1, 2010 that do not use the required form will not be accepted and management will have to redo the self-certification on the correct form in order to demonstrate compliance with IHCDA policy.

If you have questions about this notice, please contact IHCDA at 317-232-7777 and ask to speak with a compliance monitor.

30 S. MERIDIAN ST. SUITE 1000 - INDIANAPOLIS, IN 46204 - [HTTP://IHCDA.IN.GOV](http://ihcda.in.gov)

P: 317.232.7777 - F: 317.232.7778 - TF: 800.872.0371



EQUAL OPPORTUNITY EMPLOYER AND HOUSING AGENCY

State of Indiana
Lieutenant Governor
Rebecca S. Skillman

